

# Saturday, April 6, 2013 HOA LEGAL CLINIC

THE HYATT PLACE - GARLAND 5101 N. President George Bush Hwy. Garland, TX 75040 Cost: \$5 per person

To pre-register, visit www.GarlandVitalNeighborhoods.org or call (972)205-2108

Limited number of seats available

## **Agenda**

### 8:00 a.m.

Sign-In Breakfast

### 9:00 a.m.

Welcome Felisa Conner,

City of Garland

Introductions Linda Razzano, CMCA

Community Associations Institute, DFW Chapter

Legislative Judd Austin

Session in Review

#### 10:10 a.m.

- Safeguarding Your Neighborhood Assets
- Neighborhood Safety: Do's and Don'ts for Crimewatch Groups

### 11:15 a.m.

- ♦ What Do You Mean We're Not Covered?
- Board Meeting Do's and Don'ts

### **Presenters**

Judd Austin Henry Oddo Austin & Fletcher, PC

Mike Hatfield, Community Relations (PIO) Garland Police Department

Robert Duncan, Neighborhood Police Officer Garland Police Department

Georgia Baker, Baker & Affiliates
Insurance Agency

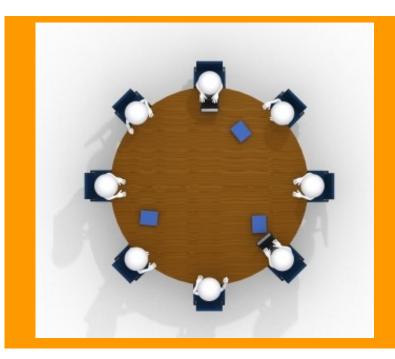
Paul Baker, Paul Baker Insurance Agency

Robert Blend, The Blend Law Firm

Kevin Cavanaugh, CPA Cavanaugh & Company, PC







# Saturday, April 6, 2013 HOA LEGAL CLINIC

# THE HYATT PLACE - GARLAND

5101 N. President George Bush Hwy. Garland, TX 75040

Cost: \$5 per person

8 a.m. - Registration & Breakfast

9 a.m. - General Session: HOAs & The Law

10:10-12:15 - Workshops

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**HOAs & the Law:** The last legislative session saw a substantial number of changes in the way homeowner/community associations conduct their business. Learn more about those changes, the actions and policies you need in place now, and what the current legislative session may have in store.

### Safeguarding Your Association's Assets

10:10 a.m. Kevin D. Cavanaugh Does your community suffer from sloppy financial procedures? Are your community's bills tossed into a shoe box? Do you have checkpoints in place to make sure your funds are being handled securely? Is your community at risk for fraud or abuse? How thorough is your recordkeeping, and do you know where your money is going? Find out how to safeguard your community by implementing smart policies and procedures

## Neighborhood Safety: Do's and Don'ts for Crimewatch Groups

10:10 a.m.

Mike Hatfield Robert Duncan Forming a Crimewatch group to promote safety awareness, to build relationships among neighbors, and to ensure suspicious activity is reported are great reasons to form a group. However, even in the midst of well intentioned efforts, members must know their boundaries. Following a few simple guidelines will ensure your members remain on the right side of the law.

#### What Do You Mean, We're Not Covered?

I 1:15 a.m.Georgia BakerPaul Baker

Far too many associations don't think about insurance until disaster strikes or a lawsuit hits, and then it's too late. Find out the different types of insurance every association should have, from single-street HOAs to large scale communities, and what are some of the common pitfalls to help avoid paying too much for your coverage.

# **Board Meeting Do's and Don'ts**

II:15
Robert Blend

Favoritism. Uneven application of the governing documents. Lack of professionalism. Not following protocol. As a board member of a not-for-profit corporation, your boards and meetings should be held more like a business and less like a social club. This funny, interactive session includes skits designed to highlight how Boards go astray, exposing themselves and their communities to potential lawsuits.